



ITEM NO. 10

## STAFF REPORT

DATE: OCTOBER 4, 2011  
TO: HONORABLE MAYOR AND CITY COUNCIL  
FROM: ROD FOSTER, CITY MANAGER  
PREPARED BY: ARTHUR MORGAN, REDEVELOPMENT MANAGER  
SUBJECT: APPROVAL OF PROJECTS AS AN AMENDMENT TO THE CONSOLIDATED PLAN FOR THE CITY OF COLTON'S COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

### RECOMMENDED ACTION

It is recommended that the City Council approve Resolution No. R-92-11, to reprogram remaining available 2010/2011 Community Development Block Grant ("CDBG") funds to two projects: (1) the "C" Street Landscaping Project; and (2) the Crosswalk Pedestrian Lighting System Project at two locations; "D" Street and Mt. Vernon Avenue and at Palm Drive and Mt. Vernon Avenue.

### GOAL STATEMENT

The proposed action will support the City's goal to maintain and improve its infrastructure.

### BACKGROUND

On February 2, 2010, the City Council adopted Resolution No. R-06-10, prioritizing Colton's 2010/2011 Fiscal Year CDBG funds from Housing and Urban Development ("HUD") to various projects. When projects are proposed, funding required to complete a project is estimated, and there are times the total allocation is not required for the projects.

Twice a year, the County of San Bernardino, Department of Community Development and Housing ("CDH"), administrator of CDBG funding for participating cities, conducts public hearings and submits amendments to the Consolidated Plan ("Plan Mod") to HUD on behalf of the City.

On August 17, 2011, action was taken by the City's CDBG Ad Hoc Committee at a public meeting to approve the reprogramming of the City's remaining 2010/2011 CDBG funding for various projects, including the "C" Street Landscaping Project in the amount of \$108,055; and the Crosswalk Pedestrian Lighting System Project with two locations, one at "D" Street and Mt. Vernon Avenue, and one at Palm Drive and Mt. Vernon Avenue, in the amount of \$110,000.

These two new projects, totaling \$218,055, have been reviewed and approved as eligible by CDH, for inclusion in the October 2011 Plan Mod.

## **ISSUES/ANALYSIS**

The proposed "C" Street Landscaping Project is estimated to provide for replacement and upgrade of the landscaping at the "C" Street undercrossing. The proposed Pedestrian Crosswalk Lighting System Project will provide for two crosswalk improvements; one at Mt. Vernon Avenue and "D" Street, and one at Mt. Vernon Avenue and Palm Drive. Both of these intersections have heavy traffic and are routes to three different school facilities which include Washington Alternate High School, Alice Birney Elementary and Abraham Lincoln Elementary; in addition to various shopping centers and the city's Art Thompson Teen Center. The lighting system proposed is considered one of the safest and most visible systems currently available. Renderings of both projects are included as attachments to the Project Applications.

Staff has determined that the reprogramming of CDBG funds relates to a government funding mechanism and is not a "project" requiring environmental review pursuant to the California Environmental Quality ("CEQA").

## **FISCAL IMPACTS**

The proposed action, utilizing 2010/2011 CDBG funds, will be completed in the current fiscal year which will therefore increase the 2011/2012 Capital Improvement Program and amend the 2011-2012 budget by \$218,055. These funds are 100% reimbursable. Staff will process the necessary reimbursement requests through the County once the project is under construction. Fiscal Year 2011/2012 CDBG Funds are not affected by this action, and there is no fiscal impact on the General Fund.

## **ALTERNATIVES**

1. Provide alternative direction to staff.

## **ATTACHMENTS**

Resolution No. R-92-11  
Exhibits: Project Applications

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**RESOLUTION NO. R-92-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLTON, CALIFORNIA, AUTHORIZING TWO NEW PROJECTS TO BE CREATED AND FUNDED BY COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

**WHEREAS**, the City Council of the City of Colton elected to enter into a Cooperation Agreement with the County of San Bernardino in order to receive Community Development Block Grant ("CDBG") funds; and

**WHEREAS**, as a "Cooperating City," the City of Colton is allowed to create and modify projects to benefit low and moderate income residents of the City; and

**WHEREAS**, the City Council, as the governing body of the City of Colton, is required by statute to take a formal action approving projects to be funded with CDBG funds that comply with CDBG program regulations and subject to available funding; and

**WHEREAS**, the City Council seated a committee, known as the CDBG Committee, comprised of four (4) City Council members and four (4) Planning Commissioners, to review the eligible projects and make funding recommendations to the Council; and,

**WHEREAS**, the City of Colton is required to inform the County of San Bernardino regarding the creation of eligible projects to be funded by reprogramming remaining funds and unprogrammed CDBG funds from fiscal year 2010-2011.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Colton, as follows:

Section 1. The recitals preceding this Resolution are true and correct and are incorporated into this Resolution by this reference.

Section 2. The City Council of the City of Colton approves the following projects for funding with remaining and unprogrammed fiscal year 2010-2011 CDBG funds:

<i>Log No.</i>	<i>Project Name</i>	<i>Recommended Allocation</i>	<i>Project Type</i>
37160	Pedestrian Crosswalk Lighting System; Mt. Vernon Avenue at "D" Street and Mt. Vernon Avenue at Palm Drive	\$ 110,000	Construction
37161	Landscaping Improvements, "C" Street Undercrossing	\$ 108,055	Construction

Total Reprogramming      \$ 218, 055

1  
2 Section 3. The City Council of the City of Colton has determined that the funding  
3 reprogramming recommendations in this Resolution are not “projects” requiring  
4 environmental review pursuant to the California Environmental Quality Act (Public  
5 Resources Code, sections 21000, *et seq.*); rather, this prioritization relates to a  
6 government funding mechanism that does not involve any commitment to any specific  
7 project and, as a result, is excluded from the definition of “project” in section  
8 15378(b)(4) of the State CEQA Guidelines (Title 14 California Code of Regulations  
9 sections 15000, *et seq.*). The City Clerk is authorized and directed to file all  
10 appropriate notices pursuant to CEQA with the Clerk of the Board of Supervisors of  
11 the County of San Bernardino, California.

12  
13 Section 4. The City Clerk shall certify to the adoption of this Resolution. This  
14 Resolution shall become effective immediately upon its adoption.

15 **PASSED, APPROVED AND ADOPTED** this 4<sup>th</sup> day of October, 2011.

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SARAH S. ZAMORA, Mayor

ATTEST:

EILEEN C. GOMEZ, City Clerk

COUNTY OF SAN BERNARDINO  
DEPARTMENT OF COMMUNITY DEVELOPMENT AND HOUSING

2011-2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

**- CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL -**

Construction and other community improvement projects include construction or rehabilitation of public facilities, parks, roads, water and sewer facilities; acquisition of real property for eligible public purposes; demolition and clearance of deteriorated buildings; code enforcement; and removal of architectural barriers. Please use the "Public Service Program Proposal" forms, rather than this set of forms, for any activities to provide services to clients not involving construction of buildings or facilities.

**Important:** According to The U.S. Department of Housing and Urban Development (HUD) a minimum grant award amount is necessary to justify the cost of administering CDBG funded projects and program. **Consequently, CDH requires CDBG awards of \$75,000 or more and will use this grant minimum in making its recommendations for approved proposals.**

**All Community Based Organizations are required to attend a 2011-12 CDBG Application Training Session before the application will be accepted. See page 9 for the schedule.**

Carefully read through the instructions and proposal forms. Answer all questions as specifically and completely as possible. If more space is needed, attach separate sheets. Submit one (1) signed paper copy.

TYPE OR PRINT

A. Applicant Information	
1	Name of Applicant Organization: City of Colton
2	Mailing Address: 160 S. 10 <sup>th</sup> Street City: Colton State: CA Zip: 92324
3	Contact Person: Dennice Raygoza
4	Title: Administrative Analyst
5	Phone: (909) 370-5193 ext. Fax: (909) 370-6104
6	E-mail Address: draygoza@ci.colton.ca.us

B. Project Description
Using 25 words or less, provide a concise description of the proposed project. <b>This 25 word description is required in order for this application to be considered complete.</b> Consider items addressed under the General Project Eligibility section of the Project Proposal Instructions. A detailed project description is also required to be provided on page 6.
Project will provide landscaping to the City's right-of-way on "C" Street between 7th Street and Pennsylvania.

# 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

C. Project Characteristics	
1	Street address and nearest cross streets of the site or office where the program will be carried out: "C" Street between 7 <sup>th</sup> Street and Pennsylvania
2	Legal property owner: City of Colton
3	What is the current zoning? Mixed Commercial Is this use permitted in this zoning? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If no, explain why:
4	Is a conditional use permit required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, attach a copy of the permit.)
5	Complete applicable items for all construction projects (including rehabilitation, acquisition and demolition). Assessor's parcel number: Attachment "A"  Square footage of proposed building or building addition:  Square footage of construction site parcel: 60,855  Length of improvements if street, water or sewer project: 765'  Service capacity of existing facility:  Improved service capacity of the facility:  Age of structure: Is the structure registered as a historic landmark under: State <input type="checkbox"/> Federal <input type="checkbox"/> Local law <input type="checkbox"/> (If registered, attach a copy of the registration)
6	Check the community need that will be addressed by this proposal: <b>Public Facility Needs:</b> Senior Center Improvements <input type="checkbox"/> Community Center Improvements <input type="checkbox"/> Child Care Center Improvements <input type="checkbox"/> Youth Center Improvements <input type="checkbox"/> Park & Recreation Improvements <input type="checkbox"/> Fire Station Improvements <input type="checkbox"/> Social Care Facility Improvements <input type="checkbox"/>  <b>Code Enforcement Needs:</b> Code Enforcement <input type="checkbox"/> Demolition and Clearance <input type="checkbox"/> Blight Abatement <input type="checkbox"/>  <b>Other</b> <input type="checkbox"/> (Please describe)  <b>Infrastructure Needs:</b> Water and Sewer Improvements <input type="checkbox"/> Drainage Improvements <input type="checkbox"/> Street Improvements <input checked="" type="checkbox"/> Sidewalk Improvements <input checked="" type="checkbox"/> Commercial/Industrial Infrastructure Development <input type="checkbox"/>  <b>Accessibility Needs:</b> Removal of Architectural Barriers <input type="checkbox"/>  <b>Historic Preservation Needs:</b> Historic Preservation Improvements <input type="checkbox"/>
7	Describe the geographic boundaries of the neighborhood, community, or region to be served by this project. This description must include service area boundaries if land acquisition or structural improvements are proposed (attach a map): This project will serve the Colton community primarily those on the east side of town. This segment of the "C" Street is a high traffic pedestrian route. The route is a major thoroughfare to the following areas: Colton High School, Shopping Centers on Rancho Avenue, Arrowhead Regional Hospital and Hermosa Cementary.

# 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

## D. Project Budget

Provide the estimated financial data for the project as requested below for the appropriate project group. Costs should be based on the best information available. When preparing this data, consider the following factors: (a) project should be completed in one phase if possible, or if phased, operational capability of the phases should be independent of each other; (b) a phased project should be prioritized and broken into distinct parts, with estimated cost and priority for each part; (c) **apply federal prevailing wage rates to construction projects over \$2,000. See Attachment A "Highlights of Federal Standards Provisions" page 8.**

	CDBG Share	Other Source
Architectural and engineering services	\$3,000	\$
Site acquisition	\$	\$
Local Review application	\$	\$
Construction	\$97,055	\$
Other	\$8,000	\$
Total Costs	\$108,055	\$ 0
Grand Total (CDBG & Other)	\$108,055	
Estimator (name and title): Dennice Raygoza, Administrative Analyst		

## E. Amount of CDBG Funds Requested

1	Amount of CDBG funds requested in this application (must equal Section D CDBG Share)	\$108,055
2	Additional funds to be provided by <u>Other Source(s)</u> for this project. The date that the <u>Other Source(s)</u> of funds have been or will be awarded and available, must be stated below:	
Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date    /    /                      Date Available    /    /                      \$0		
Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date    /    /                      Date Available    /    /                      \$0		
Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date    /    /                      Date Available    /    /                      \$0		
Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date    /    /                      Date Available    /    /                      \$0		
<b>Total of Other Sources</b> (Should equal "Total costs, Other Sources" in section D above)		\$ 0

**Please note:** If this project also benefits residents of non-participating jurisdictions, matching funds in proportion to the percentage of non-cooperating residents to be served must be provided by other funding sources.

# 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

## F. Benefit Areas

This section requires a break down of the requested CDBG funds according to the proposed project's benefit area. Only enter amounts for cities where the project will provide a primary benefit. Partial funding of a project proposal may occur and must be considered when calculating a requested amount for more than one area. **The total amount must be \$75,000 or greater and must be sufficient to complete the project for the identified city. Big Bear Lake, Grand Terrace and Needles are cities receiving less than \$100,000, which will have no limit, but may only fund four (4) projects.**

- 1) **Cooperating Cities:** The following cities participate as cooperating cities in the County's CDBG program. Please determine if the primary service area for your proposed project would include one or more of the following cities. If the project would provide predominate or partial benefit to city residents, the County will request a funding recommendation from the benefiting city or cities. Enter the requested amount of CDBG funds needed to provide the proposed project to each applicable city. Sub-total your entries below.

	Amount Requested		Amount Requested
Adelanto	\$	Loma Linda	\$
Barstow	\$	Montclair	\$
Big Bear Lake	\$	Needles	\$
Colton	\$108,055	Twentynine Palms	\$
Grand Terrace	\$	Yucaipa	\$
Highland	\$	Town of Yucca Valley	\$
Sub-total of Funds Benefiting Cooperating Cities:			\$108,055

- 2) **Total Funds:** This amount must equal the amount of CDBG funds requested in this application on Line 1, in Section E.

Total Funds Requested	\$108,055
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## G. Maintenance and Operation

All capital improvements or facilities will require a Maintenance and Operation (M & O) contract between the County and an M & O Entity. The MAINTENANCE AND OPERATION COMMITMENT must be signed by a representative of the M & O entity with authority to obligate the organization.

- 1) **MAINTENANCE AND OPERATION COMMITMENT:** The governing body of the below named public, quasi-public, or non-profit entity has the financial capacity and is willing to assume the Maintenance and Operation (M & O) responsibility and costs associated with the indicated community development project. This body has reviewed the "Estimated Annual Maintenance and Operation Budget" part of this section. To the best of this body's ability, it has determined this budget to be a true and accurate estimate of the annual M & O costs for the proposed project.

It is understood that without a commitment for maintenance and operation, the indicated project may not be considered for funding under the Community Development Block Grant program. Should this project be funded, a formal M & O contract between the County and the M & O entity shall be written and signed before any funds can be released.

NOTE: The Maintenance and Operation cost for capital improvements and facilities are not eligible for CDBG funding.

Proposed Project:
Legal/Incorporated Name of Prospective M&O Entity:
Address:
Federal I.D. Number of M&O Entity:

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_



# 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

## 2) ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET

### M&O Annual Expenses

	Estimated Dollar Value
<b>Utilities</b>	
Electric	\$ 0
Water	\$ 0
Gas	\$ 0
Telephone	\$ 0
Disposal Service	\$ 0
Other ( )	\$ 0
<b>Sub-total</b>	\$ 0

<b>Materials</b>	
Janitorial Supplies	\$ 0
Office Supplies	\$ 0
Recreational Supplies	\$ 0
Ground Supplies	\$ 0
Other ( )	\$ 0
<b>Sub-total</b>	\$ 0

<b>Maintenance—Capital Improvements</b>	
Building Repair	\$ 0
Maintenance of Equipment	\$ 0
Improvements to Property	\$ 0
Other ( )	\$ 0
<b>Sub-total</b>	\$ 0

<b>Insurance</b>	
Liability	\$ 0
Fire	\$ 0
Other ( )	\$ 0
<b>Sub-total</b>	\$ 0

### \*Personnel

	# Of People	Man-Hours	
Maintenance			\$ 0
Secretary			\$ 0
Administrator			\$ 0
Program Staff			\$ 0
Other			\$ 0
<b>Sub-total</b>			\$ 0

\*List # of people and man hours based on 2080 Hours per year.  
Dollar value must include salaries and benefits.

**M&O Annual Expense Total** \$ 0

**Revenue Sources** (List out all sources such as budget sources, memberships, user fees, etc.)

	\$
	\$
	\$
<b>Budgeted Revenue Total</b>	\$ 0

**Assets/Liabilities** **Budgeted Revenue minus M&O Expense** \$ 0

# 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

## H. Organizational Information

1) **Organizational History:** (This is applicable only if you are a non-profit organization).

a. Date Organization founded: / /	
b. Date Organization incorporated as a non-profit organization: / /	
c. Federal Identification Number:	State Identification Number:
d. Number of paid staff:	Number of volunteers:
e. DUNS Number:	

2) Is this a "faith-based" organization? \*\*Yes ☐ No ☒

\*\*Generally, a faith-based organization was founded or is inspired by faith or religion. Such organizations often choose to demonstrate that faith by carrying out one or more activities that assist persons who are less fortunate.

### DETAILED PROJECT DESCRIPTION

(Continuation of Section B, Project Description, Page 1)

Within the space provided on this page, provide detailed information on the construction project to be completed, its purpose and its beneficiaries. Include professional estimates for material and labor costs, the square footage of the proposed project and any pertinent construction related information. Also, include the cost of any required permitting for the proposed project, such as building permits. Please attach applicable maps, plans and brochures.

The proposed project will improve irrigation and aesthetics to the area by improving the landscape area within the City's right-of-way located within the City's CDBG Census Tract 67 and 68. The project proposes to remove and clear all debris within the existing deteriorated landscaped area. New irrigation lines and an irrigation system will be installed. Top soil and mulch will cover the area as well as new landscaping and plant material. Installation of a 4" thick PCC concrete will be installed to the area as well as a 12" mow strip concrete header.

The improvements will create an aesthetically pleasant landscaped scenery by removing worn down and deteriorated landscape. The visibility will make "C" Street a positive pedestrian route.

2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

DETAILED PROJECT DESCRIPTION (Continued)

Authorized Signature: To the best of my knowledge, the information provided on this application is true and I am authorized to submit this application on behalf of the applicant organization. Also, I acknowledge that insurance coverage including, but not limited to, Comprehensive General Liability, Automobile Liability, and Professional Liability (or Errors and Omissions Liability) will be required before CDBG funds can be made available to approved projects.

Signature:  Title: Development Services Director

Print Name: Mark R. Tomich Date: 8/10/11

PLEASE SUBMIT ONE SIGNED PAPER COPY OF EACH COMPLETED AND SIGNED PROJECT PROPOSAL TO:  
County of San Bernardino, Department of Community Development and Housing, 290 North "D" Street, Sixth Floor, San Bernardino, CA 92415-0040, Attention: Program and Compliance Section.

For assistance or information regarding the completion of this proposal, call (909) 388-0800 or FAX (909) 388-0929.

This application form can be accessed on CDH's Web Page at:

[http://www.sbcountyadvantage.com/Community\\_Development\\_Information-Community\\_Dev\\_Division.aspx](http://www.sbcountyadvantage.com/Community_Development_Information-Community_Dev_Division.aspx)

## Attachment A

### 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

#### HIGHLIGHTS OF FEDERAL STANDARDS PROVISIONS (DAVIS -BACON ACT)

- Applies to any construction, rehabilitation, alteration, or repair, including painting, flooring, and decoration, in an amount of \$2,000 or more, any part of which is federal money.
- The prevailing federal wage rates and fringe benefits are effective as of the date of the advertisement for bids. (Davis-Bacon wage rate schedule is available on the internet at: <http://www.access.gpo.gov/davisbacon/>).
- Workers must be paid weekly and certified payrolls submitted weekly in the prescribed format. The payrolls must include details of each worker's job classification, hours worked, and wages and benefits paid. Certified payrolls must be reviewed as soon as they are received and compared to the appropriate federal wage decision. Any discrepancies must be resolved immediately.
- Workers must be interviewed on the job site regarding appropriate job classification and wages and benefits received. Employee interviews must be compared to the appropriate federal wage decision. Any discrepancies must be resolved immediately.
- Contractor and subrecipient must maintain all records for a minimum of five years after completion of the project.

#### CDBG Application Checklist

Community-based organizations are required to include one copy of the items listed below. If you are not submitting these items at this time, please notify the Department of Community Development at (909) 388-0800 to make other arrangements. The following information is required before any contract or reimbursement can be completed.

- ☐ Summary of agency's current year General Operating Budget
- ☐ List of Agency's Board of Directors, including names and addresses
- ☐ Proof of existing non-profit/tax-exempt status (Letters from the Federal Internal Revenue Service and State Franchise Tax Board)
- ☐ Current certificate of insurance and amounts covered
- ☐ Organizational Chart
- ☐ Minutes of last Board meeting

If your application is funded you will be required to provide a copy of you last audit and your Articles of Incorporation and Bylaws must be on file.

Attachment B

2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

CDBG Application Training

All Community Based Organizations are required to attend a 2011-12 CDBG Application Training Session before the application will be accepted. See the 2011-12 CDBG Application Training Schedule below.

CDBG Application Training Schedule		
Date	Time	Location
Wednesday, 1/5/2011	10:00am - 12:00pm	<b>HIGH DESERT VICTOR VALLEY AREA</b> Mojave Desert Air Quality Management District, Board Chambers 14306 Park Avenue, Victorville, CA
Wednesday, 1/5/2011	3:00pm - 5:00pm	<b>CENTRAL VALLEY AREA</b> County of San Bernardino Workforce Development Department Conference Room 215 North D Street, San Bernardino, CA

**COST ESTIMATE**  
**"C" STREET UNDERPASS LANDSCAPING PROJECT**

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
1	Mobilization	LS	1	\$ 2,000.00	\$ 2,000.00
2	Water, dust, noise & pollution Control	LS	1	\$ 1,500.00	\$ 1,500.00
3	Construction survey	LS	1	\$ 1,500.00	\$ 1,500.00
4	Site Clearing and Grubbing	SF	35,000	\$ 0.10	\$ 3,500.00
5	Cut and Fill	CY	100	\$ 6.00	\$ 600.00
6	Mulch (30,000 SF)	CY	214	\$ 25.00	\$ 5,350.00
7	Top Soil	CY	65	\$ 45.00	\$ 2,925.00
8	Landscaping and planting	SF	5800	\$ 5.40	\$ 31,320.00
9	Irrigation and connection to existing water line	SF	5800	\$ 2.40	\$ 13,920.00
10	Install 4" thick PCC colored concrete	SF	6000	\$ 5.00	\$ 30,000.00
11	Decomposed Granite	SF	500	\$ 4.50	\$ 2,250.00
12	12" mow strip concrete header	LF	140	\$ 12.00	\$ 1,680.00
13	Signs	LS	1	\$ 510.00	\$ 510.00
14	Project management/oversight	LS	1	\$ 8,000.00	\$ 8,000.00

**TOTAL ESTIMATED COST= \$ 105,055.00**

**ENGINEERING AND DESIGN COST= \$ 3,000.00**

**TOTAL ESTIMATE= \$ 108,055.00**





COUNTY OF SAN BERNARDINO  
DEPARTMENT OF COMMUNITY DEVELOPMENT AND HOUSING

2011-2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

**- CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL -**

Construction and other community improvement projects include construction or rehabilitation of public facilities, parks, roads, water and sewer facilities; acquisition of real property for eligible public purposes; demolition and clearance of deteriorated buildings; code enforcement; and removal of architectural barriers. Please use the "Public Service Program Proposal" forms, rather than this set of forms, for any activities to provide services to clients not involving construction of buildings or facilities.

**Important:** According to The U.S. Department of Housing and Urban Development (HUD) a minimum grant award amount is necessary to justify the cost of administering CDBG funded projects and program. **Consequently, CDH requires CDBG awards of \$75,000 or more and will use this grant minimum in making its recommendations for approved proposals.**

**All Community Based Organizations are required to attend a 2011-12 CDBG Application Training Session before the application will be accepted. See page 9 for the schedule.**

Carefully read through the instructions and proposal forms. Answer all questions as specifically and completely as possible. If more space is needed, attach separate sheets. Submit one (1) signed paper copy.

TYPE OR PRINT

A. Applicant Information	
1	Name of Applicant Organization: City of Colton
2	Mailing Address: 160 S. 10 <sup>th</sup> Street City: Colton State: CA Zip: 92324
3	Contact Person: Dennice Raygoza
4	Title: Administrative Analyst
5	Phone: (909) 370-5193 ext. Fax: (909) 370-6104
6	E-mail Address: draygoza@ci.colton.ca.us

B. Project Description
Using 25 words or less, provide a concise description of the proposed project. <b>This 25 word description is required in order for this application to be considered complete.</b> Consider items addressed under the General Project Eligibility section of the Project Proposal Instructions. A detailed project description is also required to be provided on page 6.
Project will provide a traffic safety and pedestrian crosswalk lighting system on Mt. Vernon Avenue and "D" Street and Mt. Vernon and Palm Drive.



# 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

C. Project Characteristics	
1	Street address and nearest cross streets of the site or office where the program will be carried out: "D" Street and Palm Drive crossing Mt. Vernon Avenue
2	Legal property owner: City of Colton
3	What is the current zoning? General Commercial Is this use permitted in this zoning? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If no, explain why:
4	Is a conditional use permit required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, attach a copy of the permit.)
5	Complete applicable items for all construction projects (including rehabilitation, acquisition and demolition). Assessor's parcel number: Attachment "A"  Square footage of proposed building or building addition:  Square footage of construction site parcel: 1980 sq each location  Length of improvements if street, water or sewer project: 66' each location  Service capacity of existing facility:  Improved service capacity of the facility:  Age of structure: Is the structure registered as a historic landmark under: State <input type="checkbox"/> Federal <input type="checkbox"/> Local law <input type="checkbox"/> (If registered, attach a copy of the registration)
6	Check the community need that will be addressed by this proposal: <b>Public Facility Needs:</b> Senior Center Improvements <input type="checkbox"/> Community Center Improvements <input type="checkbox"/> Child Care Center Improvements <input type="checkbox"/> Youth Center Improvements <input type="checkbox"/> Park & Recreation Improvements <input type="checkbox"/> Fire Station Improvements <input type="checkbox"/> Social Care Facility Improvements <input type="checkbox"/>  <b>Code Enforcement Needs:</b> Code Enforcement <input type="checkbox"/> Demolition and Clearance <input type="checkbox"/> Blight Abatement <input type="checkbox"/>  <b>Other</b> <input type="checkbox"/> (Please describe)  <b>Infrastructure Needs:</b> Water and Sewer Improvements <input type="checkbox"/> Drainage Improvements <input type="checkbox"/> Street Improvements <input checked="" type="checkbox"/> Sidewalk Improvements <input type="checkbox"/> Commercial/Industrial Infrastructure Development <input type="checkbox"/>  <b>Accessibility Needs:</b> Removal of Architectural Barriers <input type="checkbox"/>  <b>Historic Preservation Needs:</b> Historic Preservation Improvements <input type="checkbox"/>
7	Describe the geographic boundaries of the neighborhood, community, or region to be served by this project. This description must include service area boundaries if land acquisition or structural improvements are proposed (attach a map): This project will serve the Colton community primarily those on the east side of town within Census Tract 70. Mt. Vernon Avenue serves as a major arterial for vehicular and pedestrian traffic. The intersection locations on Mt. Vernon and "D" Street and Mt. Vernon and Palm Drive are heavily traffic pedestrian areas. These intersections are used as routes to three different school facilities; Washington Alternate High School, Alice Birney Elementary and Abraham Lincoln Elementary. Additionally, there are various shopping centers surrounding the area and the City's Art Thompon Teen Center.

# 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

## D. Project Budget

Provide the estimated financial data for the project as requested below for the appropriate project group. Costs should be based on the best information available. When preparing this data, consider the following factors: (a) project should be completed in one phase if possible, or if phased, operational capability of the phases should be independent of each other; (b) a phased project should be prioritized and broken into distinct parts, with estimated cost and priority for each part; (c) **apply federal prevailing wage rates to construction projects over \$2,000. See Attachment A "Highlights of Federal Standards Provisions" page 8.**

	CDBG Share	Other Source
Architectural and engineering services	\$7,000	\$
Site acquisition	\$	\$
Local Review application	\$	\$
Construction	\$93,000	\$
Other	\$10,000	\$
<b>Total Costs</b>	<b>\$110,000</b>	<b>\$ 0</b>
<b>Grand Total (CDBG &amp; Other)</b>	<b>\$110,000</b>	
Estimator (name and title): Dennice Raygoza, Administrative Analyst		

## E. Amount of CDBG Funds Requested

1	Amount of CDBG funds requested in this application (must equal Section D CDBG Share)	\$110,000
2	Additional funds to be provided by <u>Other Source(s)</u> for this project. The date that the <u>Other Source(s)</u> of funds have been or will be awarded and available, must be stated below:	
Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date    /    /                      Date Available    /    /		
		\$0
Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date    /    /                      Date Available    /    /		
		\$0
Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date    /    /                      Date Available    /    /		
		\$0
Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date    /    /                      Date Available    /    /		
		\$0
<b>Total of Other Sources</b> (Should equal "Total costs, Other Sources" in section D above)		<b>\$ 0</b>

**Please note:** If this project also benefits residents of non-participating jurisdictions, matching funds in proportion to the percentage of non-cooperating residents to be served must be provided by other funding sources.

# 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

## F. Benefit Areas

This section requires a break down of the requested CDBG funds according to the proposed project's benefit area. Only enter amounts for cities where the project will provide a primary benefit. Partial funding of a project proposal may occur and must be considered when calculating a requested amount for more than one area. **The total amount must be \$75,000 or greater and must be sufficient to complete the project for the identified city. Big Bear Lake, Grand Terrace and Needles are cities receiving less than \$100,000, which will have no limit, but may only fund four (4) projects.**

- 1) **Cooperating Cities:** The following cities participate as cooperating cities in the County's CDBG program. Please determine if the primary service area for your proposed project would include one or more of the following cities. If the project would provide predominate or partial benefit to city residents, the County will request a funding recommendation from the benefiting city or cities. Enter the requested amount of CDBG funds needed to provide the proposed project to each applicable city. Sub-total your entries below.

	Amount Requested		Amount Requested
Adelanto	\$	Loma Linda	\$
Barstow	\$	Montclair	\$
Big Bear Lake	\$	Needles	\$
Colton	\$110,000	Twentynine Palms	\$
Grand Terrace	\$	Yucaipa	\$
Highland	\$	Town of Yucca Valley	\$
Sub-total of Funds Benefiting Cooperating Cities:		\$110,000	

- 2) **Total Funds:** This amount must equal the amount of CDBG funds requested in this application on Line 1, in Section E.

Total Funds Requested	\$110,000
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## G. Maintenance and Operation

All capital improvements or facilities will require a Maintenance and Operation (M & O) contract between the County and an M & O Entity. The MAINTENANCE AND OPERATION COMMITMENT must be signed by a representative of the M & O entity with authority to obligate the organization.

- 1) **MAINTENANCE AND OPERATION COMMITMENT:** The governing body of the below named public, quasi-public, or non-profit entity has the financial capacity and is willing to assume the Maintenance and Operation (M & O) responsibility and costs associated with the indicated community development project. This body has reviewed the "Estimated Annual Maintenance and Operation Budget" part of this section. To the best of this body's ability, it has determined this budget to be a true and accurate estimate of the annual M & O costs for the proposed project.

It is understood that without a commitment for maintenance and operation, the indicated project may not be considered for funding under the Community Development Block Grant program. Should this project be funded, a formal M & O contract between the County and the M & O entity shall be written and signed before any funds can be released.

NOTE: The Maintenance and Operation cost for capital improvements and facilities are not eligible for CDBG funding.

Proposed Project:
Legal/Incorporated Name of Prospective M&O Entity:
Address:
Federal I.D. Number of M&O Entity:

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

# 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

## 2) ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET

### M&O Annual Expenses

	Estimated Dollar Value
<b>Utilities</b>	
Electric	\$ 0
Water	\$ 0
Gas	\$ 0
Telephone	\$ 0
Disposal Service	\$ 0
Other ( )	\$ 0
<b>Sub-total</b>	\$ 0

<b>Materials</b>	
Janitorial Supplies	\$ 0
Office Supplies	\$ 0
Recreational Supplies	\$ 0
Ground Supplies	\$ 0
Other ( )	\$ 0
<b>Sub-total</b>	\$ 0

<b>Maintenance—Capital Improvements</b>	
Building Repair	\$ 0
Maintenance of Equipment	\$ 0
Improvements to Property	\$ 0
Other ( )	\$ 0
<b>Sub-total</b>	\$ 0

<b>Insurance</b>	
Liability	\$ 0
Fire	\$ 0
Other ( )	\$ 0
<b>Sub-total</b>	\$ 0

### \*Personnel

	# Of People	Man-Hours	
Maintenance			\$ 0
Secretary			\$ 0
Administrator			\$ 0
Program Staff			\$ 0
Other			\$ 0
<b>Sub-total</b>			\$ 0

\*List # of people and man hours based on 2080 Hours per year.  
Dollar value must include salaries and benefits.

**M&O Annual Expense Total** \$ 0

**Revenue Sources** (List out all sources such as budget sources, memberships, user fees, etc.)

	\$
	\$
	\$
<b>Budgeted Revenue Total</b>	\$ 0

**Assets/Liabilities** **Budgeted Revenue minus M&O Expense** \$ 0

# 2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

## H. Organizational Information

- 1) **Organizational History:** (This is applicable only if you are a non-profit organization).

a. Date Organization founded: / /	
b. Date Organization incorporated as a non-profit organization: / /	
c. Federal Identification Number:	State Identification Number:
d. Number of paid staff:	Number of volunteers:
e. DUNS Number:	

- 2) Is this a "faith-based" organization? \*\*Yes ☐ No ☒

\*\*Generally, a faith-based organization was founded or is inspired by faith or religion. Such organizations often choose to demonstrate that faith by carrying out one or more activities that assist persons who are less fortunate.

### **DETAILED PROJECT DESCRIPTION**

(Continuation of Section B, Project Description, Page 1)

Within the space provided on this page, provide detailed information on the construction project to be completed, its purpose and its beneficiaries. Include professional estimates for material and labor costs, the square footage of the proposed project and any pertinent construction related information. Also, include the cost of any required permitting for the proposed project, such as building permits. Please attach applicable maps, plans and brochures.

Pedestrian crosswalk traffic signalization at Mt. Vernon and "D" Street will include installation of a pedestrian crosswalk traffic signal at the t-intersection of Mt. Vernon Avenue and "D" Street. The signal will greatly improve pedestrian access across Mt. Vernon and "D" Street and improve access to the Art Thompson Teen Center. Additionally, a pedestrian crosswalk traffic signalization at the t-intersection of Mt. Vernon and Palm Drive will be installed. The pedestrian crosswalk traffic signal will be a high-intensity activated crosswalk signal that will stop vehicles and allow pedestrians to cross while also allowing vehicles to proceed as soon as the pedestrians have passed. It is a combination of a beacon flasher and a traffic control signal.

Completion of the project will require signing and striping of the areas, as well as removal of existing concrete and reconstructing PCC 6" curb and gutter, sidewalk and ADA ramp improvements.

2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

DETAILED PROJECT DESCRIPTION (Continued)

Authorized Signature: To the best of my knowledge, the information provided on this application is true and I am authorized to submit this application on behalf of the applicant organization. Also, I acknowledge that insurance coverage including, but not limited to, Comprehensive General Liability, Automobile Liability, and Professional Liability (or Errors and Omissions Liability) will be required before CDBG funds can be made available to approved projects.

Signature:  Title: Development Services Director

Print Name: Mark R. Tomich Date: 8/10/11

PLEASE SUBMIT ONE SIGNED PAPER COPY OF EACH COMPLETED AND SIGNED PROJECT PROPOSAL TO:  
County of San Bernardino, Department of Community Development and Housing, 290 North "D" Street, Sixth Floor, San Bernardino, CA 92415-0040, Attention: Program and Compliance Section.

For assistance or information regarding the completion of this proposal, call (909) 388-0800 or FAX (909) 388-0929.

This application form can be accessed on CDH's Web Page at:

[http://www.sbcountyadvantage.com/Community\\_Development\\_Information-Community\\_Dev\\_Division.aspx](http://www.sbcountyadvantage.com/Community_Development_Information-Community_Dev_Division.aspx)

## **Attachment A**

### **2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL**

#### **HIGHLIGHTS OF FEDERAL STANDARDS PROVISIONS (DAVIS -BACON ACT)**

- Applies to any construction, rehabilitation, alteration, or repair, including painting, flooring, and decoration, in an amount of \$2,000 or more, any part of which is federal money.
- The prevailing federal wage rates and fringe benefits are effective as of the date of the advertisement for bids. (Davis-Bacon wage rate schedule is available on the internet at: <http://www.access.gpo.gov/davisbacon/>).
- Workers must be paid weekly and certified payrolls submitted weekly in the prescribed format. The payrolls must include details of each worker's job classification, hours worked, and wages and benefits paid. Certified payrolls must be reviewed as soon as they are received and compared to the appropriate federal wage decision. Any discrepancies must be resolved immediately.
- Workers must be interviewed on the job site regarding appropriate job classification and wages and benefits received. Employee interviews must be compared to the appropriate federal wage decision. Any discrepancies must be resolved immediately.
- Contractor and subrecipient must maintain all records for a minimum of five years after completion of the project.

#### **CDBG Application Checklist**

Community-based organizations are required to include one copy of the items listed below. If you are not submitting these items at this time, please notify the Department of Community Development at (909) 388-0800 to make other arrangements. The following information is required before any contract or reimbursement can be completed.

- ☐ Summary of agency's current year General Operating Budget
- ☐ List of Agency's Board of Directors, including names and addresses
- ☐ Proof of existing non-profit/tax-exempt status (Letters from the Federal Internal Revenue Service and State Franchise Tax Board)
- ☐ Current certificate of insurance and amounts covered
- ☐ Organizational Chart
- ☐ Minutes of last Board meeting

If your application is funded you will be required to provide a copy of you last audit and your Articles of Incorporation and Bylaws must be on file.

Attachment B

2011-12 CONSTRUCTION IMPROVEMENTS PROJECT PROPOSAL

CDBG Application Training

All Community Based Organizations are required to attend a 2011-12 CDBG Application Training Session before the application will be accepted. See the 2011-12 CDBG Application Training Schedule below.

CDBG Application Training Schedule		
Date	Time	Location
Wednesday, 1/5/2011	10:00am - 12:00pm	<b>HIGH DESERT VICTOR VALLEY AREA</b> Mojave Desert Air Quality Management District, Board Chambers 14306 Park Avenue, Victorville, CA
Wednesday, 1/5/2011	3:00pm - 5:00pm	<b>CENTRAL VALLEY AREA</b> County of San Bernardino Workforce Development Department Conference Room 215 North D Street, San Bernardino, CA



**COST ESTIMATE**  
**TRAFFIC SAFETY IMPROVEMENTS ALONG MT. VERNON AVE**  
**PROJECT**

Time of Completion : 90 Calendar days

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
1	Mobilization and Site preparation	LS	1	\$ 4,000.00	\$ 4,000.00
2	Engineering	LS	1	\$ 7,000.00	\$ 7,000.00
3	SWPP/Erosion and Water pollution	LS	1	\$ 2,000.00	\$ 2,000.00
4	Traffic Control	LS	1	\$ 5,000.00	\$ 5,000.00
5	Signing and Striping	LS	1	\$ 4,000.00	\$ 4,000.00
6	Construction survey and staking	LS	1	\$ 2,000.00	\$ 2,000.00
7	Traffic Signal and Lighting System complete on Mt. Vernon Ave and D St. Mt. Vernon Ave and Palm St and Others traffic safety improvements	LS	1	\$ 70,000.00	\$ 70,000.00
8	Remove existing concrete and re-construct PCC 6" Curb & Gutter, Sidewalk and ADA ramp	LS	1	\$ 6,000.00	\$ 6,000.00
9	Project oversight			\$ 10,000.00	\$ 10,000.00

**TOTAL ESTIMATED COST= \$ 110,000.00**

# MT. VERNON AVE PED XING CITY OF COLTON

